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GENERAL INFORMATION

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ABOUT EDUCATOR

LICENSURE IN MONTANA

To qualify for licensure in Montana, you must meet the minimum requirements outlined in Montana statutory law (Mont. Code Ann. §20-4-104) and the specific requirements outlined in Montana Board of Public Education policy (Admin. R. Mont. 10.57.101 through 10.57.801).

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MINIMUM QUALIFICATIONS

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(MCA §20-4-104)

- You must be 18 years of age or older.
- You must be of good moral and professional character.
- You must have completed the teacher education program of a unit of the Montana University System or an essentially equivalent program at an accredited institution of equal rank and standing as that of any unit of the Montana University System, and your training must be evidenced by at least a bachelor's degree and a certification of the completion of the teacher education program (except for Class 5 Alternative License and Class 4 Career and Vocational/Technical License described below). The classifications of Montana educator licenses and the additional requirements for each are listed below.
- You must take the following oath or affirmation before an officer authorized by law to administer oaths (generally a notary public): "I solemnly swear (or affirm) that I will support The Constitution of the United States of America and The Constitution of the State of Montana."

Montana law requires that all educators be properly licensed and endorsed prior to being employed in an accredited school in Montana. If you have not been licensed in Montana, or if you wish to reinstate a lapsed, revoked or suspended license, you must complete this application material. **Montana law also requires that any applicant for initial licensure, any person seeking emergency authorization of employment or any applicant seeking to reinstate a lapsed, revoked or suspended license must submit information and material for a fingerprint-based national criminal history background check.** The application for that background check is a separate packet of documents. If you need a background check application contact the Office of Public Instruction at (406) 444-3150 or (406) 444-4402.

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CLASSES OF

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MONTANA LICENSES

CLASS 1

Professional Teaching License

Term: 5 years—renewable
Basic Education: Master's degree or one year of study consisting of 30 graduate semester credits beyond the bachelor's degree in professional education or endorsable teaching area(s)
Experience: Verification of 3 years of successful teaching experience or the equivalent

CLASS 2

Standard Teaching License

Term: 5 years—renewable
Basic Education: Bachelor's degree and completion of an accredited professional educator preparation program

CLASS 3

Administrative License

Term: 5 years—renewable
Basic Education: Master's degree in an accredited school administration program or the equivalent and qualify for class 1, 2, or 5
Principal: Verification of 3 years of successful teaching experience
Supervisor: Verification of 3 years of successful teaching experience (verification of 5 years of successful experience in an accredited school setting as a fully licensed related services provider for special education supervisor)
Superintendent: Verification of 1 year of administrative experience

CLASS 4

Career and Vocational/Education License

Term: 5 years—renewable
Basic Education: 10,000 hours of verified work experience; applicant will be issued class 4A, 4B, or 4C dependent upon education

CLASS 5

Alternative License

Term: 3 years—not renewable and may not be reinstated
Basic Education: Bachelor's degree and major preparation toward full licensure, but have minor discrepancies such as lack of recent credits or program deficiencies
Requirements: Recipient of the Class 5 Alternative must sign and file with the Superintendent of Public Instruction a plan of professional intent leading to full licensure within 3 years of the date of the alternative license

CLASS 6

Specialist License

School Psychologist/School Counselor
Term: 5 years—renewable
Basic Education: Master's degree
Experience: Supervised internship

CLASS 7

Native American Indian Language Specialist License

Term: 5 years—renewable
Basic Education: Each Tribe establishes criteria and recommends individuals meeting requirements

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MONTANA EDUCATOR

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ENDORSEMENTS

Teaching Agriculture Art Art (K-12) Biology Business Education Chemistry Computer Science (K-12) Dramatics Earth Science Economics Economics—Sociology Elementary Curriculum English English as a Second Language English as a Second Language (K-12) Family and Consumer Sciences French French (K-12) Geography German German (K-12) Health History History—Political Science Industrial Arts Italian Journalism Latin Latin (K-12) Library Library (K-12) Marketing Mathematics Music Music (K-12) Physical Education & Health Physical Education & Health (K-12) Physical Science Physics Physics/Physical Science Psychology Political Science	Reading Reading (K-12) Russian Russian (K-12) School Counseling Science (Broadfield) Social Studies (Broadfield) Sociology Spanish Spanish (K-12) Special Education Special Education (P-12) Speech—Communication Speech—Drama Technology Education Traffic Education (K-12) Administrative Elementary Principal Principal (K-12) Secondary Principal (5-12) Superintendent Supervisor (K-8) Supervisor (5-12) Supervisor (K-12) Specialist School Counselor School Psychologist Permissive Specialized Competency Statement of specialized competency identified on license: Permissive Special Competency: Early Childhood Permissive Special Competency: Gifted (K-12)
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FOR MORE INFORMATION

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Contact: Margaret Bowles, Program Manager
Educator Licensure Program
Office of Public Instruction
PO Box 202501
Helena, MT 59620-2501
(406) 444-3150



Linda McCulloch, Superintendent

Montana Office of Public Instruction
PO Box 202501
Helena, Montana 59620-2501
www.opi.state.mt.us

Over 170 years ago, Abraham Lincoln said, "Upon the subject of education, . . . I can only say that I view it as the most important subject which we as a people can be engaged in." Nothing has changed since that time — public education remains a cornerstone of our democracy. Thank you for your interest in applying for a Montana Educator License. We welcome the opportunity to consider your application.

If you need assistance from my staff or me, please contact us. Our Web site at www.opi.state.mt.us/ contains a great deal of information that may be of help to you.


Superintendent of Public Instruction

For information concerning
Educator Licensure visit our Web site
at www.opi.state.mt.us or contact:

Margaret Bowles, Program Manager
Educator Licensure Program
Office of Public Instruction
PO Box 202501
Helena, MT 59620-2501
(406) 444-3150

• FACTS ABOUT • MONTANA EDUCATION

Student/Teacher Ratio

	1999-00	2000-01
Montana average	15.2	14.9
National average	16.1	16.0

U.S. Department of Education, NCES Early Estimates 2002



Per Pupil Expenditures 2000-01

Montana:	\$6,812
National Average:	\$7,156

Montana ranks 24th in the nation

U.S. Dept. of Education, NCES Early Estimates 2002



Testing

National Assessment of Educational Progress (NAEP)

<u>Tested Area</u>	<u>Grade</u>	<u>Year</u>	<u>Score</u> <u>Nationwide</u>
reading	4th	1998	2 nd highest
reading	8th	1998	3 rd highest
writing	8th	1998	9 th highest
math	8th	2000	2 nd highest

• FREQUENTLY ASKED • QUESTIONS

What are the licensure fees?

There is a \$6.00 filing fee for an initial license, and \$6.00 for each year of the term of the license.

How do I apply?

Obtain an application from our Web site or request an application from the licensure office. Submit the application with all required documentation and fees.

What if I have a current out-of-state license?

Individuals who have a current professional (not alternative or provisional) teacher, specialist, or administrator license from another state in an area that can be licensed in Montana qualify for licensure. This applies only to individuals who have completed an applicable accredited professional educator preparation program.

Do you offer lifetime licenses?

No, all licenses except Class 5 must be renewed every five years.

How do I reactivate my license?

You can reinstate a lapsed license by completing required course work.

Do I need to submit a background check?

Yes, a fingerprint-based background check application can be requested from our Web site.



MONTANA EDUCATOR LICENSURE

GENERAL GUIDELINES FOR TEACHERS, ADMINISTRATORS & SPECIALISTS



Linda McCulloch, Superintendent

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PO Box 202501
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